

RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of the Board of Directors of the Elizabeth Fire Protection District

Held: Tuesday, April 8, 2025, 6:00 p.m.

Attendance

The regular meeting of the Board of Directors of the Elizabeth Fire Protection District ("District") was called and held in accordance with the laws of the State of Colorado.

The following Directors were in attendance:

- Rick Young, Board President
- Scott Christensen, Board Vice President
- Don Means, Board Treasurer
- Wayne Austgen, Board Secretary
- Stacey Collis, Board Director

Also present were:

- TJ Steck, Fire Chief
- Jeff Brown, Battalion Chief of Operations
- Sean Mackall, Battalion Chief of EMS (virtual attendance)
- Sarah Fischer, Director of Finance and HR
- Taylor Clark, HR Generalist – Executive Assistant
- Michelle Ferguson, District Legal Counsel (virtual attendance)
- James Silvestro, Ireland Stapleton Pryor & Pascoe, PC (virtual attendance)

Absent:

- Kara Gerczynski, Division Chief Fire Prevention and Administration

Call To Order

Director Young called the meeting to order at 6:00 p.m.

Pledge of Allegiance

Director Young led the Pledge of Allegiance.

Public Comment

Director Young opened the meeting for public comment. There was no public comment.

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Additions/Deletions to Agenda

Director Young asked if there were any changes to the Agenda. There were no changes to the Agenda.

Approval of Minutes

The Board reviewed the draft minutes from the March 11, 2025, regular Board meeting.

Director Young called for a motion to approve the March 11, 2025, minutes as presented.

Director Austgen made the motion. Director Christensen seconded the motion. All in favor.

Financial Matters

Ratify the bills

Director Young stated that the Board has been provided with the financial report for the month of March and asked if there were any questions.

Director of Finance and HR Fischer provided the Board with an update on the financial statements and term investments.

Director Young called for a motion to ratify the payment of the March bills. Director Means made the motion. Director Collis seconded the motion. All in favor.

Staff Report

Chief Steck presented an overview of the staff report.

Chief Steck provided the Board with an update on the Elbert County Communications Authority (ECCA). He stated that Manager Jim White was retiring at the end of 2025, and that Chief Gerczynski had been assisting the Authority with the process of hiring a new manager for the Authority.

Chief Steck stated that the TABOR notice for the sales tax initiative had been sent out to every household containing an eligible registered elector of the District. He stated that the TABOR notice had resulted in a lot of questions about the initiative, and that Admin Staff had been working to field calls and visitors to provide answers to the various questions.

Chief Steck provided the Board with an update on the fuel pump agreement with the Town of Elizabeth and the Elizabeth School District. He stated that both the District and the Town had submitted Intergovernmental Agreements (IGAs) to the School District, and that both were waiting to hear back from the School District.

Chief Steck informed the Board that the Elbert County Emergency Manager was currently out-of-office on administrative leave. Chief Steck stated that he had spoken to the County Commissioners to confirm that the District would continue to work with the County and law enforcement to ensure there were no gaps in service during the investigation.

Chief Steck informed the Board that Division Chief Fire Prevention and Administration Gerczynski and Director of Finance and HR Fischer were working on potential amendments to the contract with

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the third-party ambulance biller. He stated that Legal Counsel was also assisting and reviewing the changes.

Director Young asked if there were any questions. There were no questions.

Legal Report

Director Young stated that the next order of business was the legal report.

Attorney Ferguson stated that revisions had been received from PNC National regarding Resolution #25-04-07 the day prior to the meeting. She stated that Legal Counsel would review and make recommendations based on the changes. She stated that she is recommending the Board to approve the Resolution and attached documents subject to Legal Counsel's review.

Attorney Ferguson reminded the Board that she would not be in attendance at the May regular Board meeting, which had been rescheduled at the March regular Board meeting to May 20th, but she stated that James Silvestro would be in attendance and would be able to answer any questions the Board may have.

Director Young asked if there were any questions. There were no questions.

New Business

Discussion and Possible Approval of Resolution #25-04-06: A Resolution Adopting An Amended Budget Regarding The Appropriation Of Moneys To And Expenditure Of Moneys From The Capital Mill Fund For The Elizabeth Fire Protection District, Elbert County, Colorado, For The Calendar Year Beginning On The First Day Of January 2024 And Ending On The Last Day Of December 2024

Director Young stated that the next order of business was Discussion and Possible Approval of Resolution #25-04-06: A Resolution Adopting An Amended Budget Regarding The Appropriation Of Moneys To And Expenditure Of Moneys From The Capital Mill Fund For The Elizabeth Fire Protection District, Elbert County, Colorado, For The Calendar Year Beginning On The First Day Of January 2024 And Ending On The Last Day Of December 2024 (2024 Budget).

Director Young called for a motion to open the public hearing on the Amended 2024 Budget. Director Christensen made the motion. Director Collis seconded the motion. All in favor.

HR Generalist – Executive Assistant Clark stated that notice of the budget amendment was published in the Elbert County News on April 3rd. She stated that Admin Staff had not received any public comment on the budget amendment. No public comment was made at the public hearing.

Director Young called for a motion to close the public hearing. Director Austgen made the motion. Director Christensen seconded the motion. All in favor.

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Director Young called for a motion to approve the Resolution #25-04-06. Director Christensen made the motion. Director Collis seconded the motion. All in favor.

Discussion and Possible Approval of Resolution #25-04-07: A Resolution To Finance Two Fire Trucks With PNC National

Director Young stated that the next order of business was Discussion and Possible Approval of Resolution #25-04-07: A Resolution To Finance Two Fire Trucks With PNC National.

Director Young called for a motion to approve Resolution #25-04-07 pending Legal Counsel's review of PNC National's changes, and to authorize Chief Steck and Director Means to sign the lease agreement. Director Christensen made the motion. Director Collis seconded the motion. All in favor.

Adjournment

There being no further business to come before the Board, Director Christensen moved to adjourn, Director Collis seconded, and the vote was unanimously carried. The meeting was adjourned at 6:33 p.m.

Meeting Schedule

The next regular Board meeting is scheduled for May 20, 2025, at 6:00 p.m. at 155 West Kiowa Ave, Elizabeth, Colorado.

Rick Young

Board President

Wayne Austgen

Board Secretary